



CONCORDIA  
UNIVERSITY  
STUDENTS'  
ASSOCIATION

## CONCORDIA UNIVERSITY STUDENTS' ASSOCIATION

**SPECIAL MEETING  
OF THE BOARD OF DIRECTORS  
HELD ON THURSDAY, SEPTEMBER 30, 1993 AT 6:00 P.M.  
IN H-769, SIR GEORGE WILLIAMS CAMPUS**

ASSOCIATION  
DES ÉTUDIANTS  
ET ÉTUDIANTES  
DE L'UNIVERSITÉ  
CONCORDIA

### Documents Considered:

<b>BD-D1:</b>	CUSA Inc. (Non Consolidated Statements)
<b>BD-D2:</b>	CUSAcorp Management Ltd. (Financial Statements)
<b>BD-D3:</b>	CUSA Centre Inc. (Financial Statements)
<b>BD-D4:</b>	CUSA Internal Control Memorandum
<b>BD-D5:</b>	Judicial Board Report on the By-elections and Referendum
<b>BD-D6:</b>	Vendtech Amusements Ltd. Proposal

### 1.0 CALL TO ORDER

L. Grimes called the meeting to order and stated that it is a special meeting of the Board of Directors.

### 2.0 INTRODUCTION OF GUESTS

#### 2.1 Giovanni Tagliamonti-Arthur Anderson & Cie

L. Grimes introduced to the Board G. Tagliamonti from Arthur Anderson & Cie.

#### 2.2 Dr. Donald Boisvert-Concordia Associate Vice Rector Services

L. Grimes introduced Dr. Donald Boisvert, the Associate Vice Rector Services of Concordia university.

#### 2.3 Lucien L. Fournier-Scotia Bank

L. Grimes introduced Lucien Fournier, representing the Scotia Bank, who came forward eager to discuss opening an account for the association last year.

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### **3.0 APPOINTMENT OF THE CHAIRPERSON**

#### **MOTION TO APPOINT M. GILES AS CHAIRPERSON OF THIS MEETING**

Moved by: L. Grimes  
Seconded by: P. Dalton

**VOTE ON MOTION TO APPOINT M. GILES  
AS CHAIRPERSON OF THIS MEETING**

**UNANIMOUS**

Interim chairperson, M. Giles called this meeting to order at 6:35 p.m.

#### **• ROLL CALL**

#### **PRESENT**

##### **CO-PRESIDENTS**

Philip Dalton  
Lana Grimes

##### **COMMERCE**

Kristina Bolh (left at 8:30 p.m.)  
Marc Fares (6:40 p.m.)  
Bobby Lunny  
Paul O'Connor  
Kassan Rahhal (6:50 p.m.)

##### **ARTS AND SCIENCE**

Nada Al-Yazdi (8:00 p.m.)  
Pascale Batchoun  
Ken Blackburn  
Genevieve Grenier (left at 8:35 p.m.)  
Ken McMurray  
Laurie Nicholson  
Stacy Schacter (6:35 p.m.)  
Christine Vieira

#### **ABSENT**

**Arts and Science:** Maha Asfour (w/r), Helen Ora Cohen (w/r), Shafik Mina, Tony Nicolas

**Commerce and Administration:** Emmanuel Kamukama

**Fine Arts:** Kimberly Jensen

**Engineering:** Len Podgurny (w/r) (attended for 5 minutes)

### **4.0 APPROVAL OF THE AGENDA**

**BE IT RESOLVED THAT the Agenda of the Special Meeting be approved.**

Moved by: L. Grimes  
Seconded by: K. Bolh

The chair suggested the addition of item 18.3 to be the Appointments to the nominating board for the code of non-academic conduct hearing panel. There were no objections to this amendment.

**Thursday, September 30, 6:00 P.M.**

L. Grimes suggested the addition of agenda item 7.1 to be the acceptance of Scotia Bank as the association's bank for the coming years.

**MOTION TO AMEND TO INCLUDE AGENDA ITEM 7.1**

Moved by: L. Grimes  
Seconded by: P. O'Connor

**VOTE ON MOTION TO AMEND** **UNANIMOUS**

**VOTE ON MOTION** **UNANIMOUS**

**5.0 APPROVAL OF MINUTES**

**5.1 Meeting of Thursday, September 23, 1993**

**BE IT RESOLVED THAT** the minutes of the 146th meeting held on 23/09/93 be approved.

**MOTION TO TABLE**

Moved by: P. Dalton  
Seconded by: L. Nicholson

**VOTE ON MOTION TO TABLE** **UNANIMOUS**

**5.2 Meeting of Friday, September 10, 1993**

**BE IT RESOLVED THAT** the minutes of the Special meeting held on 10/09/93 be approved.

**MOTION TO TABLE**

Moved by: P. Dalton  
Seconded by: L. Nicholson

**VOTE ON MOTION TO TABLE** **UNANIMOUS**

**6.0 PRESENTATION OF AUDITOR'S REPORT FOR 1991-92 AS PREPARED BY  
ARTHUR ANDERSON & CIE**

**6.3 CUSA CENTER INC. (Financial Statements)**

**Thursday, September 30, 6:00 P.M.**

L. Grimes stated that G. Tagliamonti was invited tonight because he has been involved with the association for some years and with the 1991-92 audit from the very beginning. She invited G. Tagliamonti to explain the audit to the Board.

G. Tagliamonti stated that with regards to the CUSA Centre Inc. statements, the first page is a review engagement report which is the next level of credibility that an auditor issues to the statements. He stated that basically the auditors are stating that these statements are satisfactory.

G. Tagliamonti stated that the statements basically state that the centre has a receivable of one million dollars, at May 31st 1992 and that that receivable has been pledged. He added that it is a relatively simple organization and the pledges discussed are in the notes of the statements which elaborate on where the money is supposed to go.

G. Tagliamonti stated that the center owns one million dollars which has been pledged to build a new student centre and added that what goes into the organization every year is interest. He added that as the interest increases, even the amount of interest has been pledged which was the agreement that was entered into many years ago.

#### **6.2 CUSACORP MANAGEMENT LTD. (Financial Statements)**

G. Tagliamonti stated that an audit of the CUSACorp financial statements was conducted and added that because of the lack of documentation, the auditors are unable to provide a clean opinion or what is called an unqualified auditor's report. He added that this auditor's report is a disclaimure of an auditor's opinion for various reasons, the most significant of which is the fact that many cheques went missing.

G. Tagliamonti stated that the auditors know how many dollars were dispersed and added that it is known that the organization received approximately \$500,000 in revenues. He added that \$800,000 was dispersed which was verified through the bank statements, but that it is not known where this amount was dispersed. Giovanni stated that the reason for this is due to a lot of money coming out of cash registers and going to unknown sources. He added that in a lot of cases a lot of cheques from CUSA Inc. were being cashed at the CUSACorp cash registers. Giovanni stated that the cheques never cleared the bank and that effectively money was taken out of CUSACorp to unknown sources.

B. Lunny asked to know if there is any amount of the \$800,000 that the auditors could attest to with receipts or accounted for. G. Tagliamonti replied that there are records but very little to go with and added that a large amount is not accounted for. Giovanni stated that he cannot give comfort to these statements due to the incomplete cheques.

G. Tagliamonti stated that even if all the cheques were retrieved from the bank, there would still be a hole to what is called a clean auditor's report because of the situation of cheques not being cleared through the bank. He stated that in effect the cash disappeared.

G. Tagliamonti stated that he discussed with the Co-Presidents whether or not it is worth retrieving every single missing cheques from the bank and added that his recommendation to them was that it isn't worth the effort and wouldn't add anything to the process.

G. Tagliamonti stated that the association has a significant liability legally when it comes to being directors of an organization. He added that last year the organization did not file T4's and T4 summaries and did not report to the government how many salaries were paid and whether taxes were withheld at source. Giovanni stated that the government has the legal right to come after every single director that was on last year's Board and cease their personal funds.

G. Tagliamonti stated that last year he brought this issue up to every single director via a registered letter to each informing them of the grave consequences of not remitting to the government source deductions. He added that even after he did so, nothing was done about this issue and as such, those directors don't have a defense if the government wishes to pursue them.

G. Tagliamonti stated that in the fiscal year that ended May 31st 1992, CUSAcorp lost \$276, 000. He added that it is not acceptable that an organization like CUSAcorp loses money and stated that all that is required to pay is the cost of the products one sells and the labour costs of the employees.

G. Tagliamonti stated that if the association follows some of the recommendations that the auditors made, a CUSAcorp turnaround is foreseeable and it could become a source of revenue for the student organization, CUSA Inc.

G. Tagliamonti stated that by consulting the balance sheet of CUSAcorp, it is evident that the organization is bankrupt. He added that CUSAcorp won't survive, unless CUSA Inc. continues funding this company.

#### **6.1 CUSA Inc. (Non Consolidated Statements)**

G. Tagliamonti stated that with regards to the CUSA Inc. balance sheet, at May 31st 1992, the organization had an accumulated deficit of \$257, 000. He added that a liability is showing up in this balance sheet which is related to its subsidiary, CUSAcorp. Giovanni stated that CUSA Inc. has a legal responsibility to pay some of the debts of CUSAcorp, which is the reason some of these debts appear on these statements.

G. Tagliamonti stated that as of May 31st, 1992 CUSA Inc. owed the bank \$200,000 and added that it is going to be significantly less at May 31st 1993 due to the bank having shut down the association. in January. He added that the university helped the association financially when this situation arose and continues to do so. Giovanni stated that the association owes the university approximately \$140,000.

G. Tagliamonti stated that the predecessor administration went on a spending spree and added that the money was spent.

G. Tagliamonti referred to the statement of revenue and expenditures and stated that the organization obtained \$598,000 in revenues, 90% of which comes from the student fees. He added that the previous administration managed to spend \$700,000 in one year and created a deficit of \$100,000. Giovanni stated that this organization is bankrupt unless it manages to collect next year's members' fees which shouldn't be the case for a student association. He added that it should be able to enter into enough activities that generate revenues.

P. Dalton stated that according to T. Tagliamonti, this audit shows no signs of fraud and therefore no fraud occurred. He questioned the denial of opinion present in the auditor's report which leaves the question of fraud to be non conclusive and renders only gross mismanagement. G. Tagliamonti replied that since T4 summaries were not filed and blocks of three hundred cheques were missing, there was mismanagement and added that he has never seen anything like it. He added that had he found any signs of fraud, he would have reported it. Giovanni stated that the auditors did not attend to the detail that would normally uncover fraud and added that if the Board wishes for the auditors to do so, they will pursue this issue.

Giovanni stated that if the auditors find that fraud occurred what good will this do to the association. He added that one normally pursues a fraud hunt when damages can be recovered from somebody. P. Dalton stated that this issue is something that the Board would have to decide, taking into account G. Tagliamonti's advice.

A. Brousseau stated that it has been concluded that there has been mismanagement that took place and asked to know what bearing this has on any or all contracts that have been signed in the past years and how liable is the association to these contracts when there was severe mismanagement. G. Tagliamonti replied that mismanagement has nothing to do with the ability to legally bind an organization. P. Dalton stated that the lawyer's response to this issue, is that whether or not the Co-Presidents were acting as they should have or entered into a contract on behalf of the Board remains the association's obligation and that CUSA is bound to the person at the other end of the contract.

G. Baker, from the Gazette, stated that last February C. Nero went public to the newspapers and stated that the financial statements were in the process of being prepared and that the association had appointed a committee to prepare the financial statements. He added that C. Nero informed the media that it would take two weeks to a month to prepare the records for an audit. Geoff stated that it consequently took eight months for this audit to be released, since her statement was released and asked to know where the discrepancy in time came from. G. Tagliamonti replied that he doesn't know what this committee did and added that if it prepared statements during that period of time, the auditors never obtained them. He added that when they were called in by the new administration they found boxes of documents that needed to be filed. Giovanni stated that before the auditors even began the audit, a lot of clerical work needed to be done to put material in order. He added that no sorted records were found.

G. Baker asked to know if it is known how much in back taxes the association owes the government. G. Tagliamonti replied that Revenue Canada was the first to come forth and stated that he saw bills totalling \$20,000 which were deductions at source. G. Baker asked to know if the deductions at source were made, specifically if deductions were taken off employees' paycheques. G. Tagliamonti replied that he doesn't know because as auditors all they saw was an amount going out of the bank. He added that it was only for the last few months that the bookkeeping for 1991-92 got into trouble and that he can draw a line to the date that B. Jones, the former Comptroller for the association left, that the troubles began.

G. Baker asked to know if a breakdown could be provided for the \$276,000 loss that CUSAcorp sustained. G. Tagliamonti replied that a breakdown cannot be provided because in the interest of providing financial statements the auditors went to the bank accounts and looked for all the money that came out of these accounts. He added that hundreds of cheques are missing and in order to provide an answer as to where the money went the auditors would have to have a copy of the physical copy of the cheques and figure it out. Giovanni stated that this procedure was carried out with CUSA Inc, whereby the Toronto Dominion bank provided a copy of every cheque issued, at which

point it was uncovered that cheques written out were not making it back to the bank and were being cashed through CUSAcorp's bars, which was a practice that took place when CUSA's bank account was frozen in January.

G. Baker asked to know if the auditors had a chance to look at payments made to certain individuals, namely H. Farias, and asked to know if they are able to confirm how much money was paid out by CUSA or CUSAcorp to him and for what reason. G. Tagliamonti replied that this was one of the issues that was identified by the auditors last January and added that the number that he recalls was approximately \$30,000, either to him or companies that he held for various services. He added that the auditors' concerns at the time were due to the support and invoices not being in the files. G. Baker asked to know if the money was returned to the association and if this amount was in the form of loans. G. Tagliamonti replied that H. Farias was doing maintenance for CUSAcorp and added that there was a contract that was approved, whereby it was agreed to pay him a fee for his services. He added that what he didn't obtain as an auditor was an account of those services and stated that there were some invoices, but that the bulk was missing at the time. G. Baker further asked if the supporting documentation was found. G. Tagliamonti replied that that very evening when he addressed this issue at a Board meeting in January, H. Farias provided him with all the invoices the auditors were missing.

G. Tagliamonti stated that the auditors will now have to compile a list of payments made to every individual of CUSA Inc and CUSAcorp in order to report it to the government.

(Time: 7:10 p.m.)

A. Brousseau stated that a partial payment has been made by this administration to the government for back taxes owed, in the amount of \$40,000. He added that the most up to date numbers came out to \$90,000 for the provincial and federal government for sales tax and deductions at source. Alan stated that he has seen a lot of vouchers from the paycheques of 1991-92, whereby the source deductions were taken off employees' cheques but not remitted to the government.

A. Brousseau asked G. Tagliamonti how much this audit has cost the association and what it should normally have cost. G. Tagliamonti stated that this audit cost in excess of \$50,000 and should not have cost more than \$15,000.

P. Dalton questioned whether the directors that did ask the questions that needed to be asked, assuming their fiduciary responsibility, and not having been given the adequate responses by the people they asked, the Co-Presidents or anyone else they requested such information from, where does this situation leave them with regards to liability. G. Tagliamonti replied that a case like this would be decided in court, only because a director of a corporation has certain liabilities. He added that this Board is not liable for the predecessors faults. Giovanni stated that a course of action may have been resignation, as a recourse to not having any control over a situation. He added that he did recommend to directors to attend meetings and force management to provide financial statements on a monthly basis, to compare these statements to the budgeted and then question the transactions. Giovanni stated that by following these guidelines, directors will discharge themselves from their responsibilities.

C. Vieira asked G. Tagliamonti to specify the reasons for the high cost of the audit. G. Tagliamonti replied that the reason for the high cost is due to constant delays, stalling, unacceptable record keeping preventing the auditors from efficiently completing the audit, and stalling the process and the bookkeeping that finally had to be done by the

auditors before they could proceed with completing it. He added that mismanagement took place and that this would not occur if there was a good bookkeeper which becomes an excellent internal control for the association.

S. Desjardins, a director of the 1991-92 Board, asked to know which individuals were supplying the auditors with different figures on a regular basis. G. Tagliamonti replied that it was D. Porter who kept changing the figures, which delayed the auditors from completing the audit.

**MOTION TO CLOSE THE SPEAKER'S LIST**

Moved by: L. Grimes  
Seconded by: G. Grenier

**VOTE ON MOTION TO CLOSE THE SPEAKERS LIST** **UNANIMOUS**

L. Grimes suggested a review of the audit could be continued at the next meeting of the Board.

**6.4 MOTION TO APPROVE PAYMENT OF ARTHUR ANDERSON & CIE.**

L. Grimes stated that she is eager for the auditors to begin the audit for the 1992-93 year and added that in order for them to do so, they need to be paid for their work performed thus far. She added that she is seeking the full support of the Board to have the funds owed to Arthur Anderson dispersed to them.

**BE IT RESOLVED THAT the V.P. Finance and the Co-Presidents be authorized to disburse to Arthur Anderson & Cie all monies owed for the preparation of the 1991-92 Auditor's Report and Statements.**

Moved by: L. Grimes  
Seconded by: P. Dalton

**VOTE ON MOTION** **UNANIMOUS**

**6.5 MOTION TO BEGIN AUDIT FOR YEAR ENDED MAY 31ST AS APPROVED AT THE ANNUAL GENERAL MEETING ON APRIL 7TH, 1993**

**WHEREAS** at the Annual General Meeting held on April 7th, 1993 Arthur Anderson & Cie was approved as the Association's auditors for 1992-93;

**BE IT RESOLVED THAT** Arthur Anderson & Cie be retained as soon as possible to begin the audit for the year ended May 31st, 1993.

Moved by: L. Grimes

**Thursday, September 30, 6:00 P.M.**

Seconded by: P. Dalton

L. Grimes stated that this motion is a formality to approve Arthur Anderson as the association's auditors for the fiscal year ending May 31st, 1993.

**VOTE ON MOTION**

**UNANIMOUS**

**6.6 MOTION TO CALL A SPECIAL GENERAL MEETING AS SPECIFIED AT THE ANNUAL GENERAL MEETING ON APRIL 7TH, 1993**

WHEREAS at the Annual General Meeting held on April 7th, 1993 a motion was passed to call a Special General Meeting within 30 days of the Audit being presented to the Board of Directors, and;

WHEREAS By-Elections have been called and the results of which should be presented to the students at a public information meeting;

**BE IT RESOLVED THAT a Special General Meeting be called for the purposes of the above to be held on Wednesday, October 27th at 2:00 p.m. and at 7:00 p.m.**

Moved by: L. Grimes

Seconded by: P. Dalton

L. Grimes stated that the motion entails calling a special meeting to have the audit brought forth to the members of the association, as was specified at the Annual General meeting on April 7th, 1993.

**VOTE ON MOTION**

**UNANIMOUS**

**7.0 MOTION TO ACCEPT "CUSA INTERNAL CONTROL MEMORANDUM"**

**Motion 614**

**BE IT RESOLVED THAT the Internal Control Memorandum as prepared by Arthur Anderson & Cie and attached to the Auditor's Report for the year ended May 31st, 1992 be adopted as a standard policy for CUSA Inc. and its subsidiary, and;**

**BE IT FURTHER RESOLVED THAT more specifically the following minimum controls be adopted:**

**1. Participation**

Board members will seek to have as much active participation as possible in order to create

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an atmosphere where transactions are questioned and any deficiencies addressed.

**2. Accountability**

Where individuals are given responsibilities to handle assets, these individuals will be held accountable for the safeguarding of these assets. The Board members recognize that they have a legal responsibility to demonstrate due care in carrying out their responsibilities as directors. The Board members recognize that governments are using the director liability as a remedy for unpaid taxes.

**3. Budgets and Reporting**

Budgets will be prepared and approved by the Board and will be compared to actual results on a monthly basis.

**4. Cheque Signers**

Three cheque signers will be appointed. The bank agreement will indicate that cheques should clear only if two of the three authorized signatures appear on the cheque and further that one of the signatures must be the VP (Finance)'s signature. The signature of the VP (Finance) will guarantee that the budget is being respected, as the VP Finance will have a daily update on movement in all accounts. The cheque signers will sign only if adequate supporting documentation is provided.

**5. Material Handling**

Any individual that must handle assets will sign an acknowledgement that he/she has taken possession of the said assets. Upon return of assets or revenues the individual will receive a receipt discharging him/her of any responsibility. This will ensure immediate reconciliation of discrepancies.

**6. Cash**

Minimal cash floats will be maintained only, with revenues/collections being deposited on a daily basis.

**7. Segregation of Incompatible Functions**

Individuals responsible for handling assets will not be responsible for any bookkeeping. Other segregation of duties will be developed.

8. Supervision

The Finance Committee will meet at least twice per month to review the accounting documents. This review to include ensuring that the cash float is minimal, that all cheque vouchers are accompanied by approved invoices and purchase orders and all inventory transactions have evidence that goods were signed out when accepted and signed back in when returned.

9. Audit and Bookkeeping

A bookkeeper will be hired as soon as possible and should not be a political decision. Options be explored with Arthur Anderson to hire a bookkeeper who will be in direct communication with their firm in order that annual audits should be a matter of course, in so far as documentation will be properly recorded and reported according to normal and accepted accounting procedures.

10. Policies

An accounting policy and procedures manual will be developed which will contain the Association's internal control procedures. The manual would include a general policy chapter containing resolutions of the Board of Directors regarding Conflict of Interest regulations and Personal Liability Rules. Personal Liability Rules will apply to any individuals who are directly responsible for the Association's finances or its subsidiary's finances, all within reason.

11. Further Controls

The Board is committed to developing further controls and open book policies such as an 'Auditor General' to be named from the general student population and a read only computer with the Association's books available for review by students.

Moved by: L. Grimes

Seconded by: P. Dalton

(Time: 7:40 p.m.)

L. Grimes stated that the above motion pertains to a more proactive version of the memorandum attached to the auditors' report, rendering it more tight by the Board of Directors. She added that they are very straight forward procedures, however they have never been adopted by the Board of Directors. Lana stated that once the Board adopts these control measures, extra measures will be taken to respect them.

P. Dalton stated that these procedures should be implemented and in force before this administration leaves office and offer some guarantee that this type of financial crisis does not occur again.

L. Grimes stated that this motion complies with an agreement that was made between CUSA and the university in February when the crisis first began and whereby it was agreed that no funds would be released to the association until the audit was presented and the proper internal control mechanisms would be in place.

Mr. Fournier, from the Scotia Bank, stated that the bank will provide an automated payroll produced by the bank and remit to the government the source deductions. He added that if transfers between CUSA's and CUSAcorp's accounts need to take place, a signed cheque or sufficient proof will have to be produced beforehand. Mr. Fournier stated that nightly deposit facilities are available and added that an automated system is now available whereby the officers can review the account balances and activities, and cheques that have been cleared.

Mr. Fournier stated that the interest on the student fees will be paid monthly and part of the proposal entails paying interest on the current account balances, starting on the first dollar deposited.

A. Brousseau stated that the most important aspect of this package is that Scotiabank would be doing all the payroll and remitting all the deductions on time, in addition to preparing the T4s. He added that it will always be possible to know what is going on with the accounts.

P. Dalton stated that the reason all the problems arose with the government files is due to the lack of day-to-day very responsible and diligent manager of those issues. He added that under point #9 a competent bookkeeper will be hired with the help of Arthur Anderson. G. Tagliamonti replied that one of the opportunities he has been discussing with L. Grimes entails his knowledge of an organization that is shutting down its' Quebec operations and added that he knows of a very competent bookkeeper. He added that Arthur Anderson was thinking of hiring the individual and suggested that once he is put on Arthur Anderson's payroll, he be utilized and paid by the association for two to three times a week's work. He added that if this suggestion does not go through, Arthur Anderson can find a competent bookkeeper who will be the association's bookkeeper. Giovanni stated that this issue should not be a political appointment to ensure that he/she is not partial to a selective group of Board members and to ensure continuity as well.

S. Desjardins asked to know what measures the association can take to ensure continuity. P. Dalton replied that if the individual is hired in a professional manner, he is comfortable with the notion that they should have some length of term contract drawn up and approved by the Board to ensure continuity.

**MOTION TO CALL THE QUESTION**

Moved by: L. Nicholson

**VOTE ON MOTION TO CALL THE QUESTION****UNANIMOUS****VOTE ON MOTION****UNANIMOUS**

7.1 Scotia Bank

**Motion 615**

**BE IT RESOLVED THAT** the Scotia Bank be accepted as CUSA's and CUSAcorp's bankers.

Moved by: P. Dalton  
Seconded by: L. Nicholson

**VOTE ON MOTION**

**UNANIMOUS**

D. Boisvert stated that he was waiting for this momentous occasion and congratulated the association, members of the Board and the Co-Presidents on having weathered this very difficult period quite successfully. He added that the university always believed that there was light at the end of the tunnel. Dr. Boisvert stated that that the university has prepared a letter authorizing the Treasurer's office, to issue to the the banker of the association the fees and giving the association its full and complete access to its internal accounts.

The chair thanked the guests for attending tonight's meeting.

**8.0 MOTION TO APPROVE THE APPOINTMENT OF BARBARA YEUNG TO THE JUDICIAL BOARD**

**BE IT RESOLVED THAT** Barbara Yeung be appointed to the Judicial Board for a term of office ending May 31st, 1994.

Moved by: L. Grimes  
Seconded by: B. Lunny

B. Lunny stated that he helped conduct the interviews and added that the appointments panel is very confident that B. Yeung will be an asset to Judicial Board.

**VOTE ON MOTION**

**UNANIMOUS**

**9.0 APPROVAL OF AMENDMENT TO THE DATES OF THE CUSA BY-ELECTION**

**BE IT RESOLVED THAT** the Board of Directors approve the dates of the CUSA By-Elections as amended by the Co-Presidents, in accordance with Article 6.1.2 of the Constitution, to be:

**Nomination Period**

Monday, October 4th to Friday, October 8th at 9:00 p.m.

**Thursday, September 30, 6:00 P.M.**

Campaign Period

Monday, October 11th-12 noon to Monday, October 18th-12 midnight.

Polling Days

October 19th, 20th, 21st until 8:00 p.m.

Official Results

Friday, October 22nd

Moved by: L. Grimes

Seconded by: P. Dalton

L. Grimes stated that the dates that the Board had approved for the by-elections were impossible to coordinate. She added that she is proposing that the dates be amended and added that the only sacrifice is that the nomination period has been reduced to one (1) week but that announcements did go up on Monday morning. Lana stated that a full and active Board is needed soon.

**VOTE ON MOTION**

**UNANIMOUS**

**10.0 REPORT OF THE JUDICIAL BOARD ON INITIAL BY-ELECTION PREPARATIONS**

G. Pyburn, member of the Judicial Board presented a written report to the Board and read it.

**10.1 MOTION TO APPROVE THE INITIAL BUDGET FOR BY-ELECTIONS**

**BE IT RESOLVED THAT the budget for the 1993-94 by-elections be approved.**

Moved by: L. Grimes

Seconded by: K. McMurray

L. Grimes proposed that the Chief Returning Officer's honorarium be reduced to \$600.00 and questioned what the contingency amount of \$600 represents. G. Pyburn replied that this amount is contingent upon unexpected expenses that have not been taken into account and could possibly come up.

B. Lunny asked to know why the association is not attempting to recruit volunteers for the position of CRO and the DRO's. G. Pyburn replied that volunteers may not necessarily be a wise decision for these crucial positions which require honest and committed individuals.

(Time: 8:30 p.m.)

**Thursday, September 30, 6:00 P.M.**

**MOTION TO CALL THE QUESTION**

Moved by: L. Nicholson  
Seconded by: C. Vieira

**VOTE ON MOTION TO CALL THE QUESTION**      **9/2/3**      **CARRIED**

**VOTE ON MOTION**      **11/1/1**      **CARRIED**

(Time: 8:30 p.m.)

**11.0 MOTION TO APPROVE THE APPOINTMENT OF THE CHIEF RETURNING OFFICER**

G. Pyburn stated that a thorough interviewing process was carried out today and added that J. Chatelain fulfilled all the expectations set out by the Judicial Board.

**BE IT RESOLVED THAT** Jasmine Chatelain be appointed the Chief Returning Officer for the fall term.

Moved by: K. McMurray  
Seconded by: G. Grenier

L. Grimes asked to know what were some of the questions that were asked during the interview. G. Pyburn replied that the candidates were asked questions to which responses required some thought.

L. Nicholson asked to know if the CRO is present. G. Pyburn replied that J. Chatelain is not present tonight.

The chair stated that the Judicial Board can appoint these people and added that it is merely a formality to have these individuals approved at the Board level.

S. Schacter asked to know how many individuals were interviewed. G. Pyburn replied that eight (8) individuals were interviewed this afternoon and proceeded to read to the Board J. Chatelain's responses to questions asked by the Judicial Board.

K. McMurray stated that he has worked with J. Chatelain as a polling clerk in the 1991-92 general elections and added that she is very committed, vigilant and highly recommended her appointment to the Board.

**VOTE ON MOTION**      **9/2/2**      **CARRIED**

**12.0 MOTION TO APPROVE THE APPOINTMENT OF THE DEPUTY RETURNING OFFICERS**

**BE IT RESOLVED THAT** the Arts & Science Deputy Returning Officer, the Fine Arts Deputy Returning Officer, the Commerce and Administration Deputy Returning Officer and the Engineering & Computer Science Deputy Returning Officer be appointed for the fall 1993 by-elections.

Moved by: M. Fares  
Seconded by: L. Grimes

K. Rahhal asked G. Pyburn to give some information on the candidates. G. Pyburn reviewed the applications of each candidate and added that Tanya Anderson, the Deputy Returning Officer for Arts & Science, fulfilled all the guidelines set by the Judicial Board. He stated that she is available for 20-25 hours a week and has familiarity with the process of elections.

G. Pyburn stated that Douglas Page, the Deputy Returning Officer for Engineering & Computer Science, is a highly motivated individual and answered the election questions to the expectations set out by the Judicial Board.

G. Pyburn stated that K. Coppin, the Deputy Returning for the faculty of Fine Arts gave a very impressive interview and displayed organizational and decision-making capabilities.

G. Pyburn stated that Deidre Harris, the Deputy Returning Officer for the faculty of Commerce & Administration stressed honesty, playing by the rules and handled the interview very well.

L. Grimes stated that it is unique that there is a DRO for each faculty and added that it is an added precaution to ensure that the by-elections run smoothly.

K. McMurray stated that he has a small reservation about K. Coppin who was on the Board representing Fine Arts in 1991-92 and added that she barely attended any meetings.

**MOTION TO SEPARATE THE MOTION**

Moved by: L. Nicholson

**Motion:**

**BE IT RESOLVED THAT** Tanya Anderson be appointed the Deputy Returning Officer for the faculty of Arts & Science for the fall 1993 by-elections.

Moved by: L. Grimes  
Seconded by: K. McMurray

**VOTE ON MOTION**

**9/1/2**

**CARRIED**

**Motion:**

**BE IT RESOLVED THAT Douglas Page be appointed the Deputy Returning Officer for the faculty of Engineering & Computer Science for the fall 1993 by-elections.**

Moved by: L. Grimes

Seconded by: K. McMurray

**VOTE ON MOTION**

**10/1/2**

**CARRIED**

**Motion:**

**BE IT RESOLVED THAT Deidre Harris be appointed the Deputy Returning Officer for the faculty of Commerce & Administration for the fall 1993 by-elections.**

Moved by: L. Grimes

Seconded by: K. McMurray

**VOTE ON MOTION**

**UNANIMOUS**

**Motion:**

**BE IT RESOLVED THAT Kelly Coppin be appointed the Deputy Returning Officer for the faculty of Fine Arts for the fall 1993 by-elections.**

Moved by: L. Grimes

Seconded by: K. McMurray

**VOTE ON MOTION**

**7/3/3**

**CARRIED**

**MOTION TO AMEND THE AGENDA TO HAVE ITEM 17.0 BE MOVED UP TO ITEM 14.0**

Moved by: L. Grimes

Seconded by: K. Blackburn

**VOTE ON MOTION TO AMEND THE AGENDA  
TO HAVE ITEM 17.0 BE MOVED UP TO ITEM 13.0**

**UNANIMOUS**

**13.0 MOTION TO ACCEPT VENDTECH AMUSEMENT LTD'S PROPOSAL**

**Motion 616**

**BE IT RESOLVED THAT** the Vendtech Amusement Ltd. Business Proposal as attached, dated August 30th, 1993 be accepted.

Moved by: L. Grimes  
Seconded by: P. Dalton

L. Grimes stated that this motion entails accepting the proposal as presented to the Board at a previous meeting. She added that there is an urgency in this issue given that the Campus Centre is quickly deteriorating.

B. Lunny suggested that there always be a CUSA representative present when the money is being counted to ensure that the operations of Vendtech are clean. P. Dalton agreed with B. Lunny and ensured him that this process will be implemented with Vendtech.

**VOTE ON MOTION** **UNANIMOUS**

**13.0 MOTION TO CALL REFERENDUM ON THE CONCORDIA STUDENT SAFETY PATROL PROGRAM**

L. Grimes stated that the Board of Directors can bring referendum questions to students. She proposed that the students of Concordia be given the opportunity to respond to this issue and added that the association will not be funding or have any direction with this program if the referendum question passes. Lana stated that the association is piggybacking this question onto its elections.

**Motion 617**

**WHEREAS** over the past year there has been an effort made by various students and student groups to organize and implement a student patrol or 'walk safe' program, and;

**WHEREAS** it is abundantly clear that students should be formally petitioned to decide if they wish to support such an independent body;

**BE IT RESOLVED THAT** the Board of Directors mandate the Chief Returning Officer of the fall By-election to add to the ballot a referendum question addressing this matter and that the wording of the question be drafted by the existing student safety patrol committee.

Moved by: L. Grimes  
Seconded by: K. McMurray

**Thursday, September 30, 6:00 P.M.**

K. McMurray stated that he is pleased that the association is taking this initiative.

**VOTE ON MOTION**

**UNANIMOUS**

**14.0 REPORT FROM THE VICE PRESIDENT (Administration)**

The chair stated that A. Ghaemi is not present to give this report.

**MOTION TO TABLE**

Moved by: P. Dalton  
Seconded by: P. O'Connor

**VOTE ON MOTION TO TABLE**

**UNANIMOUS**

**15.0 MOTION TO CREATE A PERMANENT STEERING COMMITTEE**

L. Grimes stated that she would like to formalize that the interim Steering committee become a permanent Steering Committee, composed of one (1) member from each faculty, which will meet six (6) days prior to any Board of Directors meetings, in order that agendas be properly presented. She suggested that the directors currently sitting continue to sit.

C. Kuilman suggested that this motion wait until the newly elected directors take their seats. There were no objections to this suggestion.

**16.0 MOTION TO APPOINT A SECOND ARTS & SCIENCE ALTERNATE TO THE FINANCE COMMITTEE**

L. Grimes stated that the V.P. Finance, who is not present, was to present this motion.

**MOTION TO TABLE**

Moved by: L. Grimes  
Seconded by: L. Nicholson

**VOTE ON MOTION TO TABLE**

**UNANIMOUS**

**18.0 OTHER BUSINESS**

**18.1 Concordia Shuffle**

L. Grimes stated that there is an annual fundraising walkathon tomorrow at 1:00 p.m. and urged all students and directors to participate.

**18.2 Ca Marche**

L. Grimes stated that Ca Marche is the first Quebec event walkathon to raise money for AIDS and is taking place on Sunday at 9:30 a.m.

**18.3 NOMINATING BOARD OF THE CODE OF NON-ACADEMIC CODE OF CONDUCT  
HEARING PANEL**

**BE IT RESOLVED THAT K. Bolh, D. Leibu, L. Grimes, and S. Stanislau be appointed to the Code of Non-Academic Code of Conduct Hearing Panel.**

Moved by: P. Dalton

Seconded by: K. McMurray

M. Giles stated that the association has to give the code administrator four (4) names for nominating, who will conduct the interviews for individuals who wish to sit on the code of non-academic conduct hearing committee.

**VOTE ON MOTION**

**UNANIMOUS**

**19.0 REMINDER OF NEXT MEETING-THURSDAY, OCTOBER 7TH-6 PM**

The chair reminded directors that the next meeting will be held next Thursday.

**MOTION TO ADJOURN**

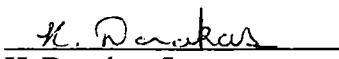
Moved by: C. Vieira  
Seconded by: P. Dalton

**VOTE ON MOTION TO ADJOURN**

**UNANIMOUS**

This meeting was adjourned at 9:05 p.m.

  
M. Giles, Interim Chairperson

  
H. Danakas, Secretary